



Maryland Department of Agriculture

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*Office of Marketing
Animal Industries and Consumer Services*

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Agricultural Fair Board

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Maryland Agricultural Fair Board Minutes March 20, 2019

The meeting was called to order by Diane Geary, Chairperson at 10:06 A.M. at the Maryland Department of Agriculture Headquarters Building.

Attendance

Board- Linda Brown, David Cavey, Jo Ann Cashman, Diane Geary, Daniel Mast, James Moxley III, Connie Palmer, and Hal Spielman

Staff- Jessica O'Sullivan

Minutes of February 20, 2019

Minutes were reviewed and a motion to accept was made by David Cavey and seconded by Hal Spielman. Everyone agreed and the motion to accept the minutes passed.

Reports by the Executive Secretary

The secretary gave an update on the budget and how much we have left to spend in FY 19. It was determined that with the savings from the brochure cost and some fairs not spending what was budgeted, the board has an additional \$9,000.00 to award to fairs and shows as needed. It was determined that the Baltimore City Ag Expo and Wicomico would receive an additional \$500.00 and the ABC Junior Bonanza Show and the Atlantic National Show would each receive an additional \$2,500.00. The remaining funds will be used for travel and other board expenses. It was also determined that the Wills Fair was not fully funded in 2018, so an additional \$422.45 was sent to correct this error. Each fair that received additional funds was contacted via email and phone to explain that this is a one-time only bonus check and that it is not to be expected to occur every year. The fairs were also told why they are receiving the additional funds.

The 2019 Fairs & Shows brochure were delivered to MDA on Thursday April 4th. Since delivery, the brochures have been sent to all of the fairs and shows, farm bureaus, extension offices, welcome centers and public libraries. If anyone needs additional brochures, please contact Jessica O'Sullivan.

Grant agreements have been finalized and mailed to all of the fairs and shows with a July 1 deadline to sign and return them. Once the original contract is returned, Jessica will sign it and mail back a copy.

The link to the application to be reappointed to the board was sent to Connie Palmer, Danny Mast and Rob Moxley. A letter was sent to the appointment office explaining that a motion was passed by the board to have all members serve a second term. An email was also sent to Beth to apply for the open position on the board.

Updates

The board discussed how much each fair/show should receive this year on the idea that we will be receiving the same funds as last year. The board requested that the budget report be updated and emailed out as a locked document. The budget report has since been updated and fixed so that all the columns line up and can be viewed properly on each screen. The budget was finalized and accepted by comparing the amount each fair/show requested to the percentage that was covered in the past. The board does its best to cover at least 50% of the premiums, ribbons and trophies cost for each fair/show.

The MAAFS Spring Ag Forum is April 7th. At that time the secretary will give an update on last year's finances/budget stating the amount the fair board was granted and the number of fairs/shows that the fair board was able to sponsor.

Reminders to turn in after-activity reports within the 45 days allowed were also given.

During the meeting the board also discussed how fairs and shows are funded, the overall process and requirements. It was determined that to be considered for funding, one must complete the grant application at the proper time and attend the regional meeting.

The board hopes to have a session on future planning for the fairs and shows and discuss the importance of having a backup plan for leadership to ensure someone is available in the future to take over so the fairs/shows can continue.

It was also discussed to reach out to Chris Anderson with the 4-H department to work on an updated judges' list.

Upcoming Board Meetings

The next board meeting is scheduled for November 20, 2019. Agenda will include a status update on fair and show payments. We will also send out the grant application for FY 21.

Adjournment

Motion to adjourn was made by Daniel Mast and seconded by Connie Palmer. Chairperson Diane Geary adjourned the meeting at 12:15 P.M.

Respectfully submitted by Executive Secretary Jessica O'Sullivan.